

# HAMPSTEAD - GARDEN - SUBURB - TRUST

862 Finchley Road Hampstead Garden Suburb London NW11 6AB  
Telephone: 020 8455 1066 and 020 8458 8085 ~ email: mail@hgstrust.org ~ www.hgstrust.org ~ Twitter: @HGSTrust

28 August 2020

Dear Trust Member(s)

## Annual Report and Accounts for the financial year ending 5 April 2020

I enclose your copy of the Annual Report and Accounts for the Trust. These are offered to the members of the Trust company for consideration and discussion at the Annual General Meeting of the Trust on Wednesday 30 September 2020.

Trust AGMs have traditionally been held in the Henrietta Barnett School Main Hall on Central Square. However, the safety concerns raised by the Covid-19 pandemic have presented the opportunity to hold this year's AGM virtually. **I am therefore pleased to announce that the 2020 Trust AGM will be held as a Zoom meeting on-line.** Joining is easy, and members will be able to attend from the safety and comfort of their own homes. We therefore expect a higher than usual number of members to be able to join us on the day.

Formal business will commence at 7.30pm but the virtual 'doors' will be open from 7.00pm, allowing members attending to ensure that they have a good connection. Members unable to access Zoom should also be able to dial-in by phone. Details of the meeting are set out in the formal Notice on the reverse of this letter.

Questions about the Report and Accounts will be invited in the course of the meeting, and you are also invited to submit these in advance for consideration on the day, if you so wish. I would also be happy to discuss any other matters which you would like to clarify in advance, either by telephone or in person. Please contact the Trust office if further copies of the report are needed for other members at your address.

This year David White is retiring after six years as an elected Trustee. As a consequence, there is one place available on the Trust Council for an elected Trustee. Arrangements for the nomination of candidates for election to the Trust Council are set out in the Notice. If there is more than one nomination there will be a **postal ballot** in accordance with the Trust's Articles of Association. Ballot papers will be sent to full members of the Trust under separate cover on or shortly before the date of the AGM for return by post directly to the members' auditors, who act as the returning officer.

Candidates for election as a Trustee will be invited to briefly introduce themselves to their fellow members on-line after the close of the formal agenda.

There will also be the opportunity to ask Trustees and senior staff more general questions about the work of the Trust.

You will be very welcome at this year's Annual General Meeting, and I look forward to meeting you on-line.

Best wishes



Simon Henderson  
Chief Executive and Company Secretary

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## NOTICE OF MEETING

**NOTICE is hereby given that the fifty-second Annual General Meeting of the Company will be held on-line via Zoom on Wednesday 30 September 2020, at 7.30pm for the following purposes:**

### ORDINARY BUSINESS

- 1 to receive and consider the Report of the Council and the Accounts for the year to 5 April 2020.
- 2 to receive the report on the election of members of the Council.
- 3 to authorise the Council to appoint auditors and to fix their remuneration.

By order of the Council



Simon Henderson  
Secretary  
August 2020

Registered office  
862 Finchley Road  
London NW11 6AB  
Tel. 020 8455 1066

### Notes:

1 A member entitled to attend and vote at the above meeting is entitled to appoint a proxy to attend and vote instead of him or her. No person shall be qualified to be appointed or to act as a proxy unless he or she is either a full member of the Company or a spouse of a full member or qualified to be a full member of the Company under the Articles. The instrument appointing a proxy must be lodged at the registered office of the Company, 862 Finchley Road, London, NW11 6AB, not less than 48 hours before the time of holding the meeting.

2 One place for an elected member of the Trust Council will be available by election.

2.1 David White retires and is not eligible to stand for re-election.

3 For the convenience of members there are set out below extracts from the Articles of Association regarding the appointment of elected members of the Council:

*“Only members of the Company shall be eligible for election as elected members of the Council. A candidate for election as an elected member of the Council shall:*

*(a) have been nominated by the Council or by notice in writing given to the Secretary not earlier than the date of issue of notices of the Annual General Meeting of the Company in any year and not later than the 12th day prior to the date of such Annual General Meeting and signed by two members of the Company; and*

*(b) have given notice in writing to the Secretary during the period for nominations referred to in this Article of his or her willingness to be appointed.”*

**THE MEETING ZOOM CONNECTION WILL BE OPEN FROM 7.00 pm**

**Please register your intention to join the meeting by confirming your email address to mail@hgstrust.org no later than 5pm on Tuesday 29<sup>th</sup> September.**

**You will then receive a personal invitation link by 5pm on the day of the meeting**

**Procedural details will be advised at the start of the meeting.**

**Support will be available on the day to assist anyone having difficulties in joining**